



**BOARD OF DIRECTORS MEETING MINUTES
SUMMIT PARK HOMEOWNERS ASSOCIATION**

Held: February 06, 2024, starting at 6:00 P.M., via remote videoconferencing

A. Call to order

Board members and Board Advisors (collectively referred to as “Board members”) roll call:

(present / excused)

- / Cait Francis (Board Advisor)
- / Dave Serena (Chair)
- / Fran Craigle (Board Advisor)
- / Jackie Silva (Treasurer)
- / Mike Quinones (Board Advisor)
- / Nina Pacchia (Board Advisor)

B. Approval of Board of Directors Minutes from the Previous Meeting

The Summit Park Homeowners Association’s (the “Association”) September 28, 2023 Board meeting minutes were unanimously approved by a quorum of members of the Board present at the meeting. As always, these Board minutes, along with other recent Board minutes from the Association, are posted on the Association’s community website at <https://SummitParkUtah.net>.

C. Treasurer’s Report

As of December 31, 2023, the Association’s Treasurer’s financial report indicates a current balance of \$32,233.68 (\$19,806.60 in the corporate checking account and \$12,427.08 in the corporate savings account), which is a 6.5% decrease from the last report generated in September 2023 (\$34,480.64). This decrease is attributable to normal operational expenses coming due during Q4 2023.

Current voluntary membership in the Association (both new and renewals) stands at 213, which is down approximately 11% from the 2022 total of 238, which represents approximately 30% of all lot owners in Summit Park. As always, the most recent Treasurer’s financial report, along with other recent financial reports from the Association, are posted on the Association’s community website at <https://SummitParkUtah.net>.

The 2024 fiscal budget for the Association estimates total income of \$14,895 and total program and operational expenses of \$16,009, for a deficit of \$1,114 estimated in 2024. It must be emphasized that these numbers are only estimates for the upcoming fiscal year, and are expected to change by a relatively small percentage over the course of the year. By quorum and unanimous approval by members of the Board present at the meeting, the 2024 fiscal budget was approved. The Association’s 2024 annual budget estimate is posted on the Association’s community website at <https://SummitParkUtah.net>.

D. New and Existing Business Activities

- a. Park Lark Newsletter for Residents of Summit Park.** The Association’s annual newsletter, the Park Lark, was published and released in February 2024. The PDF file is available for reading and download on the Association’s community website at <https://SummitParkUtah.net>. Continuing the trend from 2023, the 2024 edition was the second year that it went out electronically rather than being printed and mailed to residents. Sending it out by electronic



means not only represents a cost savings to the Association over printing and mailing it, but also contributes to reducing the carbon footprint of the Association.

- b. 2024 Annual Membership Drive.** Whereas the Association has greatly improved its list of email addresses of lot owners within Summit Park, it is recognized that sending out membership requests via email has inherent issues since it is understood that a certain number of emailed membership solicitations will end up in the Junk or Spam folders of potential members and therefore never be read by the intended recipient. It was therefore agreed by the Board that all membership solicitations will be mailed out to lot owners on postcards. Mailings should go out in the month of March.
- c. Membership Solicitation.** 2023 was the first full year in which membership in the Association became strictly voluntary. The hope had always been that membership would remain relatively steady from prior years, so it was a bit of a surprise that membership totals dropped in 2024 by approximately 10%. It is hoped that the decreased membership numbers in 2023 is an outlier and that membership in the Association will stabilize or increase in 2024; if not, then the future viability of the Summit Park Homeowners Association may be in doubt if 2024 memberships were to continue to decline.
- d. Membership Meetings of the Association.** The Board recognizes that ever since local meetings of the Association could no longer be held publicly due to the lack of availability of a suitable venue within Summit Park, it has become increasingly difficult to gain insights on matters that are important to Summit Park owners and residents, and correspondingly, to let people know what the Association is doing on behalf of its members. Recognizing that the Association had a relatively large turn-out for its Annual Meeting held this past June at the County Library Auditorium in Kimball Junction, the Board decided that holding quarterly meetings at the library that are open to the public is important for continued outreach. The Board therefore decided to restart holding quarterly public meetings of the Association beginning in March or April of this year. Dates will be posted by banner and on the website once availability of the library's auditorium can be determined and sufficient time is given in announcing the exact date and time to the public.
- e. Community Email Traffic.** Email correspondence with questions or issues to the Association (*SummitParkUtah@gmail.com*) has been relatively slow in recent months. The Board wants to emphasize that the Association exists solely for its members and all those that own, live, or have an interest in Summit Park, so the public is encouraged to ask questions and provide any thoughts that involve matters relevant to our community and/or the Association.
- f. Firewise and Related Activities.** Mike Quinones was unable to make the meeting, so no update on Firewise and related activities can be reported at this time.

E. Next Meeting of the Board of Directors

The next meeting of the Board of Directors will be scheduled in March or April 2024 – the exact date and time will be determined based on availability of the County Library's Auditorium in Kimball Junction. This meeting will be open to the public, and the Board expects to see and hear from its members and other interested parties that care about Summit Park!

F. Meeting Adjournment

With no other business to be discussed, the Board meeting of the Summit Park Homeowners Association was adjourned at 7:15 P.M.